

1 Adopt 2 Cal. Code Regs. section 18361.1 as follows:

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3 **18361.1. Administrative Subpoenas.**

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5 The staff, under the direction of the Executive Director, shall seek to assure  
6 voluntary compliance with the Political Reform Act and shall investigate possible  
7 violations of the Act. The staff shall make reasonable efforts to obtain information on a  
8 voluntary basis prior to the issuance of an administrative subpoena. The Executive  
9 Director, in the exercise of his or her discretion, may forego this procedure with respect  
10 to an investigation in progress. The staff shall periodically report to the members of the  
11 Commission on the status of all investigations, including the reasons for the issuance of  
12 any administrative subpoena without first making reasonable efforts to obtain the  
13 information voluntarily. Failure to report to the Commission concerning the issuance of  
14 subpoenas shall not affect the validity of any administrative subpoena.

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16 NOTE: Authority cited: Section 83112, Government Code.

17 Reference: Sections 83115, 83115.5 and 83116, Government Code.

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